

Minutes of Waukesha County Airport Commission
April 14, 2010

Chairman Crowley called the meeting to order at 8:00 a.m.

Commissioners Present: Chairman Michael Crowley, Commissioner Schoepke, Commissioner/County Board Supervisor Falstad and Vice-chairman Bluemke. Absent: Secretary Richards.

Others Present: Samuel Cryer, Plane Safe Aircraft Maintenance, Chief of Staff Ellen Nowak, Airport Manager Keith Markano, Airport Operations Kurt Stanich, Control Tower Chief Andy Groth, Brian Behrens, Spring City Aviation, Atlantic Aviation Manager Harry Becker and Hangar Owner Dave Broadfoot.

Approve Minutes of March 10, 2010

MOTION: Falstad moved, second by Schoepke to approve the minutes of March 10, 2010. Motion carried.

Chairman Crowley said he was reversing the agenda order with item three first followed by item two.

Chairman's report regarding airport organizational study workgroup

The main item for today's meeting was to discuss the organizational study workgroup's review progress, the Airport Commission status, and what we have to look forward to in the near future. Prior to today's meeting, Crowley talked with each of the Commission members individually including Secretary Richards who is still in Arizona. Secretary Richards will be at the May Commission meeting. The public will be given an opportunity to comment or provide feedback. Quite a bit has transpired since the March Commission meeting. Chairman Crowley praised Commissioner Falstad for a great job as workgroup facilitator. One of the reasons this has dragged out is because the Commission wanted public input and the workgroup wanted to analyze and look at different angles. There was a lot of public input at the March meeting and some public input at the last workgroup review meeting. The workgroup did determine there are some basic changes that are necessary. The minutes of the last workgroup meeting are documented and available to the public for review.

One of the most important items the workgroup needed to determine was does the Commission comply with the Airport Commission code that was written on June 23, 1992. The workgroup and Corporation Counsel reviewed and discussed this and determined the Commission does not comply with the code nor with State Statute 114, Subsection E which states "The Commission shall have complete and exclusive management over the Airport for which it has been appointed". Public perception was that the Commission operated, ran and had exclusive control over the airport and the airport staff when they do not, never have and most likely never will. Corporation Counsel has already revised the code with a draft that was reviewed at the last workgroup meeting and a few small clarifications were made. The workgroup will review it once more to determine whether it can be finalized, voted on by the workgroup, and submitted to the County Board. The code describes the Commission's responsibilities. If this moves forward, the Airport Commission we will become an Airport Operations Commission more accurately describing the Commission's function working with the airport staff, the County Board, and with the County Executive. The County Executive oversees the airport staff and the Commission. Mr. Shaver drew out an organizational workflow current public perception. The staff reports to the Commission and the Commission reports to the County Executive. The County Executive appoints the Commission; therefore, the Commission is critical in the process of airport operations. The Commission and airport staff provides the expert review and operations expertise.

There will not be any change in the airport staff structure nor a reduction of staff. Public perception was that there was going to be a consolidation and they were going to reduce staff and reduce airport expertise within the airport function itself. There are many benefits moving the airport to a division under Public Works.

Vice-chairman Bluemke – For the record, Bluemke said he never thought the Commission ran the airport in the way the ordinance indicates and the way Shaver's diagram indicates. Bluemke always thought the Commission operated as an organization that works with the airport operations and the County and cooperates with everybody. When he joined the Commission this was pointed out to him by the County Executive, and he is sure the other Commissioners are aware of this also. This should be made clear, that as far as the Commission is concerned, they never thought they were in total control of the airport.

Chairman Crowley agreed with Vice-chairman Bluemke.

Chairman Crowley –The Commission will retain current responsibilities and structure regardless of the name change. The County continues to maintain its current authority to create binding contracts and approve budgets. Chief of Staff Ellen Nowak was invited to answer any questions from the Commission or the public.

Commission Discussion – Commissioner Schoepke asked Chairman Crowley how he envisioned the Commission would function after the reorganizational structure. Schoepke stated that when the staff currently makes a recommendation, proposal, or change, the Commission reviews it, has discussion, makes a motion and votes. As the Commission moves into Public Works, will that change? When the Commission is presented a proposal that requires money, the motion to request funds is approved and goes to the County for final approval. Does that change now? Does Public Works now have a vote; does the five-member vote change?

Chairman Crowley – The vote is an agreement of the Commission as the recommending body to the County Executive. With the Airport being a division of Public Works, this could go to Public Works Committee or to Allison (Bussler, Public Works Director) directly. This process will be addressed at Friday's meeting. The County Executive ultimately has control over those dollars and the Commission is the recommending body.

Commissioner Schoepke – Does not envision changes to the funding process. Everyone's concern is over operational decisions. Will all of the Commission's motions be directed to Public Works for review? There is potential for some dysfunction unless Public Works representatives are present at Commission meetings and have a feel for the airport.

Commissioner Falstad – This has been his concern also and hopes to discuss this at Friday's meeting. Falstad hopes that someone from Public Works will participate at the Commission meetings so that if there are disagreements they can be managed and addressed right away. This has to be ironed out.

Commissioner Schoepke – This is not as simple as saying that the Commission does not really change. It does change if ultimately Commission voting really does not make a difference if it is going to Public Works for a final decision. They are going to take our recommendations and assume it all works out with the synergisms we are assuming will happen, because we have not experienced any negative synergisms with the County in regards to the airport. It sounds like it does change. It sounds like it goes through another set of reviews. Does Public Works have a veto if they do not like the ideas and override the Commission's motions?

Commissioner Falstad – He thinks we have a direct line to the County Executive. Ellen Nowak was invited to comment.

Ellen Nowak – This structure is used in other departments. Health & Human Services has a commission and Parks and Land Use has a commission. These are citizens, like the airport commission, who advise those departments on matters. This does need to be discussed at the workgroup meeting. Keith still maintains discretion as the airport manager and will have a liaison to Allison (Bussler), but Commissioners will always have direct access to the County Executive.

Vice-chairman Bluemke – He understands Commissioner Schoepke's concerns and that at some time there may be some questions on what the Commission recommends or wants to have done at the airport. Public Works may question if this is necessary and run this by the County Executive. However, as far as runways should be paved or not, which is what the Commission gets involved with, he does not see where Public Works would have anything to say about what the FAA requires. If Public Works does question anything, which he thinks is unlikely, there are other options.

Commissioner Schoepke – Saying the Commission will not function any differently than it is now is not very accurate because there will be a change, there will be less autonomy. Bluemke and Crowley disagreed with Schoepke on this.

Chairman Crowley – The possibility of some items not being approved by the Public Works Director is not an issue because of the way the structure is set up. There are many people involved in this process. Allison will not have complete control over Keith and the airport.

Commissioner Schoepke – But there is someone in Public Works that has a senior position for decision making that could actually say they don't agree with the Commission.

Chairman Crowley – He does not see this happening and this will be part of the discussion at Friday's meeting.

Vice-chairman Bluemke – Will Chairman Crowley request Keith to attend the Public Works meetings on a regular basis?

Chairman Crowley – This was discussed at the workgroup meetings. Having a representative present at Public Works meetings is very important. Commissioner Falstad will make sure this is discussed at Friday's meeting also. Allison will attend airport commission meetings to gain an understanding of the Commission's responsibilities and operations of the airport.

Public Comment

Dave Broadfoot – Former Airport Commission member, pilot and hangar owner – Mr. Broadfoot said he was trying to control his anger; he is appalled at what he is hearing. He cannot believe this organization and its leader would enter into such a thing. The Commission has been very successful at this airport under the present way that it operates. Adding another layer of government, paperwork and words is wrong. These are just political problems the Commission is getting and he cannot believe that if the airport needed something that Public Works would refuse to give is simply because the airport was not a part of it. The Commission does not need this to happen, or more paperwork to get something done. This is a very big mistake and this is how strongly he feels about this move. The Commission has done an excellent job of getting the airport where it is and will do an excellent job going into the future without Public Works.

Chairman Crowley – Chairman Crowley said he appreciated Mr. Broadfoot's comments and certainly to voice his concerns and express his anger as this not being the right thing to do. Chairman Crowley said he has been to all of the meetings and has seen how the process has worked, and the cooperation and consensus that has been built with a better understanding for this move. Chairman Crowley said he is looking out for the best interest of the airport, airport community, the pilots, users and tenants. The airport will gain from this move into the Public Works department, giving the airport another advocate working for the airport, and the Commission will still have access to the County Executive.

Sam Cryer – PlaneSafe Aircraft Maintenance business owner, pilot and aircraft owner – At last month's meeting the big concern was that the Commission was going to be disbanded and the airport was going to be run by the County Executive. With this workgroup study, the airport is not losing the Commission. He doesn't like more interjection of government any more than anyone else, but he does not see any reason the Public works director would take what the Commission presents to her and veto it. The Commission are the experts. Everyone brings their business and puts it on the table. If it pertains to the airport, and the staff listens to what they have to say and formerly plans their recommendations to present to the Commission. There is not a reason the director would not take the airport staff and Commission's recommendations regarding airport business. Moreover, as Chairman Crowley said, they still have direct access to the County Executive. He does not see this as such a terrible thing happening. The positive note here is that at last month's meeting, the County was going to get rid of the Airport Commission and the airport was going to be stuck with one person telling our people yea or nay on what was going to go on and this is not the case. Based on everything I have heard today, this will not affect his business. Mr. Cryer said he would like the airport to continue to move forward, this is a big concern for everyone at the airport. The airport users, tenants, and businesses want to attract more aircraft here, more airport users and generate more revenue whatever we can do to get the airport growing.

Chairman Crowley – Chairman Crowley said the County is aware of this and knows the airport must continue to move forward. The marketing plan of \$40,000 was committed during a very tight budget year, once again, and the County Board, County Executive, approved the commitment and obviously, the Commission agreed to it. If they had decided to cut this item, we would have nothing to work. Then it would have been up to the Commission to come up with a plan to increase revenue. The cooperation is tremendous and as a Commission member, he is very confident that this is nothing but a win-win situation. Chairman Crowley expressed his appreciation to everyone who attended today's meeting and for his or her comments.

Vice-Chairman Bluemke – Bluemke wants the records to show that this County Executive wants the airport to expand; he very definitely wants the airport to grow. This is a major change from some of the other County Executive's and should go on record.

Airport Manager's Report

Wisconsin Aviation Conference - The Wisconsin Aviation Conference is coming up May 3rd thru May 5th at the Country Springs Hotel and registration may be done on line at WIMA.org. The Commissioners are most welcome to attend this

conference. This year Waukesha County Airport is hosting the conference. This is the first time in about 20 years that the conference will not be held in Green Bay, Appleton, Stevens Point, LaCrosse or Madison.

Stein Aircraft - Corporation Counsel has been working with Mr. Markano and a draft has been sent to Stein Aircraft for their review. Last month Stein Aircraft sent over information that included their sublease agreement with Select Aviation. Markano had some questions on this and is awaiting answers from Stein, so this is slowly moving forward.

Grass mowing request for proposal – Pre-award meetings were set with two potential vendor contractors. These meetings were held on April 13, 2010. The contract was awarded to J & N Lawn Care LLC. They were the low bidder at roughly \$41,000 for the year based on the number of cuts per area. This is a significant savings from previous years.

Marketing request for proposal – A pre-proposal meeting was held last week and evaluations will be done April 26th to May 4th. Interview scores and notice of the award will be posted no later than May 12th. Chairman Crowley asked if the Commission will have an opportunity to see what the recommendation is before it is awarded. Mr. Markano said the recommendation would be presented to the Commission at the May meeting and it could be discussed then.

Gate Project – The gate project is moving forward even though the FAA has no reauthorization. Before the Easter break Congress tried to extend the reauthorization for the 12th time until the end of June. However, the House and Senate only settled on reauthorizing until the end of April. The good thing is the gate project was approved through the Airport District Office discretionary funds. Because it is a runway safety action team item, they made it a high priority and gave the airport funding that had been allocated earlier in the year. Looking to have 60% of the plans done by next week, then it goes out through the State by the Bureau of Aeronautics, and expects the project to be awarded in late June or early July. We met with Gary Evans from Public Works about widening the entrances to gates 9 and 11 where they intersect with Northview Road. Markano met with IT to discuss placing cameras at the gates and whether to put them on the County server through the fiber loop connected to the terminal. The County software requirements for I.D. cards is different from the aviation-based system at the Airport that has the card badging process, the access controls, and hooks up closed circuit cameras right through the Pro-Watch System. The vehicle ordinance will be revised because of the number of piggy-backing incidents and calls to the Sheriff's department resulting in finger pointing with "he said she said". Currently there is no visual record to enforce the vehicle ordinance. Eric Severson of the Sheriff's Department suggested installing cameras. Markano wants to make sure the airport complies with anything regulatory that is out there for the air carrier airports because eventually he expects something will be mandated for General Aviation airports.

Bio Fuels – Jet bio fuels have seemed to be taking leaps and bounds forward in the last year. The first week of this month the Air Force tested an A-10 aircraft on a 50/50 blend of biofuel and it passed with flying colors. Now they are looking at testing the F-15 and F-22 by the end of the summer. The Air Force purchases 2.4 billion gallons in jet fuel a year, they hope to have 50% of that in bio fuel by 2016. Green house gases are now monitored emissions so CO₂ is monitored and they are talking about point source emissions initially for large airports, so Markano assumes that will soon trickle down to the commercial and general aviation fleet. Therefore, if the military is going over by 2016 they are anticipating that commercially by 2014 there could be a capacity to produce already hundreds of millions of gallons of bio fuels whether it is through coal gasification or through algae and switch grass and other technologies.

75th Anniversary and B17 –The Commission received a poster of the upcoming Wings Over Waukesha event. There have been two meetings and plans are well underway. Mr. Stanich said they are in need of more volunteers and sponsors for this event. Sam Cryer, PlaneSafe, will be parking and transportation coordinator and Andy Groth for logistics. Event dates are June 25, 26, and 27. The B17 and other war birds will be on exhibit.

Tower Activity and Fuel Flowage – Tower activity is up for the month but still down for the year. Fuel flow continues to be down. Fuel pricing is still a concern. Atlantic does give a discount that offers tenants 100LL fuel prices within 32 cents of the average price for the region. Mr. Stanich does not think they are capturing all the places that general aviation pilots are going and published 100LL prices are still 97 cents above the region average. It remains a concern because people are not coming here as a destination. People are not buying fuel here and the airport continues to lose. Mr. Stanich is in the process of working up moving averages so you are not just seeing last month and last year, but something where you can see more trends rather than points of information. Vice-chairman Bluemke would like to see an analysis of the fuel at every meeting.

Economic Impact Study - Last month Commissioner Schoepke asked for an Return on Investment (ROI) comparison from the Economic Impact Study. The County taxpayers contributed \$192,563 in tax levy for the airport in 2009. Total revenue generated at the airport for all entities (state, city, and county) was \$1,439,785. This is an ROI of 648%. In other words, each dollar invested in the airport generates \$6.48 of revenue. Calculating only the county's share of revenue shows a 418% ROI.

Future agenda items

Revisit fuel costs at airport

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Adjourn

Bluemke moved, second by Schoepke to adjourn at 9:42 a.m. Motion carried.

Respectfully submitted,

Michael A Crowley
Chairman
April 14, 2010